COLCHESTER BOARD OF EDUCATION
Ad Hoc Budget Committee Meeting

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COLCHESTER, CT
2024 SEP 20 AM 10: 30
TOWN CLERK

Friday, September 20, 2024
8:30 AM
Board of Education Central Office

MINUTES

BOARD MEMBERS PRESENT : Christopher Rivers, Margo Gignac and Stefanie Tracey-Calash.

OTHERS PRESENT : Director of Finance and Operations Rachel Linkkila and Executive Assistant to the Superintendent Alyssa Fratoni.

1. **MEETING OPENING**
   1.1. Call to Order
   C. Rivers called the meeting to order at 8:42 AM.

   1.2 Roll Call
   All Members present.

2. **PUBLIC COMMENT**
   2.1. For Public Comments, please see Bylaw on Meeting Conduct
   No public comment.

3. ***PRIORITY DISCUSSION / ACTION ITEMS**
   3.1. *Select Chairperson for Ad Hoc Budget Committee
   Motion by: C. Rivers
   Motion to name M. Gignac as the Ad Hoc Budget Committee Chairperson.
   Second: S. Tracey-Calash
   Roll Call: All in favor
   Vote: Motion carried

   3.2. *Discuss Goals for Ad Hoc Budget Committee
   The Committee discussed 3 goals:
   1. Formalize the template for the Budget Book
   2. Look at the entire Budget Process
   3. Look at joint budgeting items and processes and form a Tri-Board with the Town.

   3.3. *Discuss Planning Process

The Committee discussed the planning process in 3 phases:

1. Understand what has been done in the past by inviting previous staff/liaisons and look at older documents.
2. Examine and review what the process should look like
3. Develop recommendations and socialize with other Boards with something in writing to share with them.

3.4. *Next Steps

The Committee discussed the next steps:

1. R. Linkkila brought in Budget Books for the Town from 2012-present and Budget Books for the Board of Education from 2006-present - noting that Munis was not brought into the Budget Book until 2018.
2. Get history of the budget templates and budget books
    a. Reaching out to Ron Goldstein, Art Shilosky and Mike Egan.
3. R. Linkilla will get minutes/documents from previous meetings to compare.
4. Next scheduled meetings:
    a. Friday, September 27, 2024 at 8:30 AM
    b. Friday, October 11, 2024 at 8:30 AM

4. ADJOURNMENT

Adjournment
Motion by: S. Tracey-Calash
Motion to adjourn.
Second: C. Rivers
Roll Call: All in favor
Vote: Motion carried

M. Gignac adjourned the meeting at 9:19 AM

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent